

2.62.230 Bonus program for red-lined employees.

A. There is established an incentive bonus program for all regular full and part-time red-lined employees. The program shall be administered by the human resource department in accordance with the following guidelines:

1. The eligible employee must have received a current annual performance evaluation with a final overall rating of "high performer" or above;
2. The cash bonus shall be reviewed and established annually, based upon availability of funds and shall be non-cumulative;
3. All payments represent taxable compensation and appropriate payroll taxes shall be withheld from each bonus payment;
4. The incentive bonus shall be paid in the month the employee's annual evaluation is due;
5. The red-lined employee must qualify for an incentive bonus every year .

B. Definitions. For purposes of this section, the following terms shall be defined as follows:

1. "Bonus" means a noncumulative cash award paid for performance and productivity which exceeds expectations;
2. "Eligible red-lined employee" means, during their annual evaluation month and the 11 consecutive months preceding the evaluation, the employee herein, has:
 - a. Been at the top of the range; and
 - b. Not received a market adjustment, merit or promotion.